

Charlotte County Board of County Commissioners Staff Report April 2012

Budgets & Administrative Services

Budget Department/Fiscal Services Division

- Grants Fiscal Support:
 - Housing Grants:
 - On April 12, 2012, Doreen Stoquert and Bob Hebert attended the Charlotte County Habitat for Humanity (CCHFH) home dedication at 660 Floral Lane in Port Charlotte. This home was one of twenty-seven properties that were purchased with funding from the Neighborhood Stabilization Program (NSP1). Purchased on May 20, 2012, 660 Floral Lane was demolished and a new three-bedroom home was constructed by Platinum Builders. Once completed, ownership of the new home was conveyed to CCHFH, one of Charlotte County's partners in the NSP1 program. CCHFH acquired a total of seventeen homes from this program. All homes are currently occupied by qualified homeowners.
 - On April 10, 2012, the BOCC approved a resolution adopting a Loan Forgiveness Program allowing for the negotiated settlement of loans and resulting liens generated from the State Housing Initiatives Partnership (SHIP) program and other grant programs, when properties are in foreclosure or short sale. This Loan Forgiveness Program allows the Housing Manager to negotiate with sellers, brokers or financial institutions who ask the County to accept an amount that is lower than the original loan amount and release the lien. By doing so, the County gets at least a portion of the loan back whereas if the property goes into foreclosure, the County stands to get nothing.
- Human Services Grants:
 - Fiscal Grants staff prepared the fiscal section of the Community Care for the Elderly Request for Proposal (RFP) that was submitted to Senior Choices on April 27, 2012. This RFP is Charlotte County's bid to be selected as the Lead Agency for three major Senior Services grants in Charlotte County. It is for a total six year grant cycle with one year renewal options each year. Next year's estimated funding for Charlotte County is \$432,737 through this grant process.
 - Completed contract and compliance monitoring visits to three Senior Services vendors.
 - The Grants Section also received a clean fiscal monitoring report from the Department of Economic Opportunity on three grants that were recently monitored by way of an on-site visit by that Department. The grants were two of the Community Services Block Grants (both the ARRA and the Regular grant) and the Low Income Home Energy Assistance Grant.
- Transit Grants:
 - Transit Grants Section drew down a total of \$263,346 against FY 2009 and 2010 Section 5307 grants for 3 three new small Transit buses approved by the Board of County Commissioners on 6/28/2011.
 - Prepared and submitted quarterly Federal Transit Administration reports.
 - Successfully negotiated additional use of some unspent ARRA funds with the Federal Transit Administration regional office.
- Drug Court Grants:
 - Submitted the quarterly reports for the Drug Court Grant
 - Reinvestment Grant Semi-Annual Progress Financial & Narrative Reports completed and forwarded to DCF
- MPO Grants:
 - Performed the quarterly reconciliation of MPO grants.
- Road Grants:

- Received a total of \$73,028.45 for the following:
 - \$9,272.47 from FDOT for US 41 right of way maintenance agreement
 - \$1,324.63 from FDOT for Piper Rd construction
 - \$62,431.35 from the City of Punta Gorda for Burnt Store Rd utility work
 - Invoiced a total of \$51,148.34 for the following:
 - \$12,126.82 to FDOT for Piper Rd construction
 - \$39,021.52 to the City of Punta Gorda for Burnt Store Rd utility work
- Boater Improvement Grants:
 - BCC approved 17 requests for funding from the Boater Improvement Fund totaling \$761,334. Approved allocations by funding type are as follows:
 - WCIND ○ CNIF - WCIND ○ BIF - Retained ○ BIF- Local
 - \$ 346,645 ○ \$ 64,000 ○ \$ 150,000 ○ \$ 200,689
- Department of Justice Federal and State Grants:
 - Invoiced for the following Federal JAG Byrne Grants:
 - DOJ arra 2009 \$9,561.59
 - DOJ 2010 \$2,666.66
 - DOJ 2011 \$7,423.35
 - Invoiced for the following State JAG Byrne Grants:
 - FDLE 2012 NAB program \$701.73
 - FDLE 2012 Enhanced Drug Testing \$2,136.58
- Operating and Accounting Support:
 - Finalized preliminary rates for three new CCU MSBUs.
 - Attended various public informational meetings for MSBUs.
 - Finalized the input of all information in Energy Cap for Fiscal Services Division.
 - Met with Clerk's office to review current MSBUs and debt issues.
 - Discuss impacts on CCU customer service division in regards to new MSBUs.
 - Work with MSBU department, legal department and CCU to finalize required resolutions for MSBUs.
 - Updated information for Reclaimed water presentation.
 - Worked with rate consultant to gather information on reclaim water rate setting methodology.
 - Cross trained staff on payroll process.
- Utility Rate Cases:
 - Sandalhaven Rate Case:
 - April 16 – Sandalhaven - Prehearing Conference
 - April 17 – BCC Workshop Meeting – discussed the process and status of the general rate case with Sandalhaven and the staff assisted rate case (SARC) with Little Gasparilla Water Utility (LGWU). Board decided to hire a Hearing Officer for the SARC case.
 - Sandalhaven Rate Case: Customer notification letters approved and sent out and now responding to the incoming calls and e-mails commenting on the rates.
 - April 30 – Issues Identified Prehearing Conference held on Sandalhaven Rate Case.
 - Sandalhaven Customer Comments – assembled and forwarded to attorneys for Sandalhaven and Office of Public Counsel (OPC).
 - Little Gasparilla Water Utility (LGWU) Rate Case:
 - April 23 – First Preconference meeting with Hearing Officer for LGWU.
 - LGWU Staff Assisted Rate Case (SARC): Press Releases sent out, customer notifications mailed, public hearing notifications mailed.
 - April 27 – First Customer Meeting on Quality of Service held at Tringali Recreation for the LGWU SARC case.

- Analytical Support:

- Prepared a County Pool analysis and presentation for Parks and Recreation Advisory Board request.
- Researched Impact Fee Ordinance (old and new) and provided answers & information to Finance.
- Analyzed mining expenses and researched options for fee increases (ongoing).

- **I.T.**

- New IT Staff – The IT division has added 2 new staff during April. IT Application Support Analyst Sandra Gaw comes to us from the City of Ft. Myers and will be working in the Client Services group. Janet Schmidt - IT Programmer - has worked in the private sector and has over 25 years of software development experience. She will be working in the Application Support group and will be concentrating on assisting the Purchasing division with IT automation in SharePoint.
- ECEC Presentation – Senior Division Manager, Ray Desjardins, spoke at the April meeting of the Enterprise Charlotte Economic Council about the county's initiative into the possibility of constructing a municipal broadband network in Parkside. This network would provide fiber infrastructure to internet service providers who in turn would sell services to local businesses, including hospitals and doctor's offices. During the past 2 months, the county has been reaching out to local businesses to gauge interest in having alternatives to the current offerings in the local broadband market.

- Email Statistics:

	Good	Spam	Virus	Policy	Total
Count	111,615	57,279	40	5,577	174,511
%	64.0	32.8	0.0	3.2	100.0

- Outage Statistics:

- 7 - Incidents
- Total Down Time - 1.5 days
- Average time per Incident – 5.05 hrs
- System availability was 99.95%

- Statistics:

- Request for Service Opened Last Month – (requests for new hardware or software products and features...etc.) =197
- Request for Service Closed Last Month – (requests for new hardware or software products and features...etc.) = 179
- Incidents Opened Last Month – (hardware or software that is not functioning properly) = 386
- Incidents Closed Last Month – (hardware or software that is not functioning properly) = 384
- Change Controls Last Month – (internal configuration changes to server and network) = 9
- Contacts received through Helpdesk – (This is comprised of phone calls, e-mails, web portal & Walk-in Traffic) = 707

- **Purchasing**

- Quotes due and received:

- 12-222 Trench Shields
- 12-261 Public Notices – Printing and Mailing
- 12-268 Submersible Pumps
- 12-280 Corrosion Repair Fire Engine – 5

- 12-247 Great Lawn Renovations – Event Center
- Pre-bid meetings held:
 - 12-176 Tree Trimming – Annual
 - 12-160 South Gulf Cove Landscape Maintenance
 - 12-256 Sidewalk Construction – Florida Street
 - 12-272 Shoreline Restoration – South Gulf Cove
 - 12-292 Contractor Builder – Annual
 - 12-269 Stormwater Control Structures – GPC
 - 12-175 Annual Line Extension / Replacement
 - 12-293 Sale of County Owned Properties
- Bids due and received:
 - 12-176 Tree Trimming – Annual
 - 12-292 Contractor Builder – Annual
 - 12-272 Shoreline Restoration – South Gulf Cove
 - 12-160 South Gulf Cove Landscaping – Annual
- Pre-Submittal meetings held:
 - 12-271 Surveying Services – Annual
- Request for Proposals due and received:
 - 12-271 Surveying Services – Annual
- Shortlist meetings held:
 - 12-151 Tom Adams Bridge Rehabilitation
 - 12-271 Surveying Services – Annual
- Negotiation meetings held:
 - 12-053 Design CR 771 Widening
 - 12-128 Construction Manager at Risk – Traffic Signals
- Work Orders due and received:
 - 12-290 Desoto Canal
 - 12-287 Elkcam Multi-Use Path
 - 12-294 Punta Gorda Library – Evaluate HVAC & Duct System
 - 12-304 Design – Drainage & Paving Evaluation (Park Sites)
 - 12-307 ADA Site Improvements
 - 12-298 Technical Services – CCU

Real Estate Services

- Burnt Store Road – Phase 1 – We continue to prepare for an upcoming jury trial that will address settlement/compensation issues with River Haven Mobile Home Park. We are in the process of acquiring three (3) parcels of land associated with the redesign of small segment of the new sidewalks. The redesign was necessary because of the location of three large FP&L concrete power poles.
- Edgewater Phase II – Pre-suit offers have been sent and we are processing voluntary acquisitions required for this project. To date, over 60% of the property owners who have been contacted have responded favorably to our offers.
- Placida Widening – Pre-suit offers to acquire the necessary right of way are on hold pending further direction from Administration.
- Environmental Lands Acquisition Program – We continue to work with staff from Natural Resources to seek appropriate sites for potential acquisitions using existing grant funds.
- Flamingo/Edgewater – A few months ago, we sent out offers and we are in the process of closing on several contracts. To date, we have a 76% voluntary acquisition rate of the parcels needed for this project.
- Engineering, Administration, Community Services and Utilities – We continue to assist these departments and divisions in obtaining easements, title searches and researching land related issues.

- Murdock Village – Proposed Development by Main Stage Development – We are working with Administration, the Economic Development Office and the County Attorney's Office on this matter. Current activities are related to the "Music Man" proposed development plan and discussions related to the "Gateway" parcels along US 41.
- Murdock Village - FDOT request for 3 Pond Sites – We are working with Growth Management staff regarding this request from FDOT and we will ensure that the County is properly compensated for FDOT's planned pond site acquisitions.
- Surplus County Lands – We are moving forward with a surplus property disposal action that will be published on April 16th. Bids for this offering will be opened on May 9th. We have contacted the local board of realtors to ensure the board's membership is aware of this purchase opportunity.
- CCU Lift Station Upgrades – The BCC approved a lot exchange to obtain a residential lot in West County needed for the CCU lift station upgrade program. We have now closed on this transaction.
- Winchester South Road Project – As requested by Engineering staff, we have successfully negotiated for the acquisition of an additional right of way parcel needed for traffic signals.
- Parkside District – We continue to work with the CRA Manager to address acquisition opportunities in the Parkside CRA. Once plans and sketches are completed, we will work with our Engineering staff to acquire any right of way and/or easements needed for this project.
- Employee Health Clinic Lease – The lease was terminated effective March 31st, 2012. The clinic has relocated to County owned space on Loveland Boulevard.
- Fleet Maintenance Lease – The BCC has approved having the current operations remain in leased space for an additional 6 month term starting on May 1st.
- Action Plan for Fleet Relocation – We have concluded our activities related to this matter and plan on bringing a proposal forward to the BCC at their April 24th meeting. If approved by the board, the end result will be the long term relocation of our Fleet Operations staff.
- Support of Economic Development Activities – We continue to work with the EDO in support of a number of projects including the construction of an access road over Airport lands to access the proposed Cheney Brothers distribution center. Our activities will center on seeking BCC acceptance of any easement necessary for this new road.
- Sewer Expansion Project – Harborview Road – We continue to work with CCU staff on a proposed gravity sewer expansion project from US 41 to Kings Highway along the north side of Harborview Road. Our Division will assist in obtaining the utility easements needed for this project.
- Midway Project (Harbor to Kings Highway) – We are working with our Engineering staff to look at options for additional pond sites required for this project.
- Burnt Store Road Phase III – We are working with Engineering staff and have provided estimated right of way costs for this project. We have been advised that sketches and description identifying the right of way to be acquired will be available in July of this year and we will commence our acquisition activities shortly thereafter. Title reports required for this project were recently delivered to staff.
- Piper Road North – The BCC is considering the acquisition of additional right of way due to current land costs. We have sketches of descriptions for those parcels necessary for the project and we have provided cost estimates on acquiring the necessary right of way. If we move forward with this work, we will meet with Engineering staff to discuss any planned changes to the design plans that could affect our right of way acquisition activities and costs.
- Harborview Road Bridge Reconstruction – We have worked with Engineering staff to ensure that the necessary Temporary Construction Easements are in place for this project.

Community Development

- The Building Division:

- The department issued 28 Single Family Permits which is up on both the same time last year and on last month. The year-to-date numbers are almost identical to FY2011. The department issued 1,302 other permits which is down from both last month and this time last year. This drop can be attributed to the artificial increase created in March as a result of the building code changes.
- Permitting revenue was down on the same period last year and this is reflected in the year to date figures. However, there was still a surplus of \$39,796 which goes towards correcting the YTD deficit of \$221,045.
- Discussions surrounding the implementation of the new Florida Building Code continue and Building Departments around the state are waiting for Declaration Statements from the Florida Building Commission to clarify some of the more controversial aspects. A tentative date for issuance of these statements was April 3rd, this was continued to June 4th 2012.
- As part of this process, and in conjunction with Building Safety Month in May 2012, the department is currently advertising a series of seminars aimed at some of the more major changes in the Code. The aim is to increase awareness of the new regulations and how they impact the specific areas and receive feedback and comment from the public on any changes that are needed. This is a collaborative process and feedback from the customers is imperative to ensure a smooth and efficient process.

Item	Total FY2011	Apr-11	Apr-12	FY11 YTD	FY12 YTD
Single Family Permits Issued	275	20	28	160	161
Multi Family Permits Issued	5	0	0	4	3
Commercial Permits Issued	35	2	1	30	10
All Other Permits Issued	14373	1401	1302	8526	7812
Customers Served	24354	2037	2495	14329	16165
Inspections	37925	3240	3285	27044	21522
Permitting Revenue	\$2,137,643	\$199,022	\$169,885	\$1,280,333	\$1,153,414
Permitting Expenditure	\$2,150,332	\$145,000	\$130,116	\$1,397,283	\$1,374,459
Licensing Revenue	\$788,760	\$59,561	\$140,654	\$440,314	\$568,943
Licensing Expenditure	\$1,562,727	\$111,656	\$108,335	\$986,427	\$993,925
Action Orders Initiated	1774	98	30	809	442
Code Cases Initiated	3366	261	348	1943	2013
CEB Cases Heard	503	58	81	315	408
Citations Issued \$ Amount	\$31,100	\$500	\$5,000	\$24,600	\$18,000
New Contractor Licenses Issued	60	0	1	56	3
Contractor Licenses Revoked	7	0	3	2	13

- Licensing and Code Enforcement:

- During April, the Department presented some options to the Board of County Commissioners to improve the service offered by Code Enforcement. Direction was given to move forward with a re-organization, changing the reporting structure to have the separate areas of Code Enforcement report through the Official (Building or Zoning) that has control of the regulations. Other new initiatives were presented including an enhanced Lien Relief program and a tiered Vacant

- Property Registration program. Staff will present more information on these subjects at a later meeting.
- Code Enforcement revenue was high for the month, this was a result of a combination of 235 new vacant property registrations and 43 renewals along with several older liens that have now been paid.
- Planning Division:
 - Parkside Revitalization Initiative
 - Babcock Ranch
 - The applicant is working on the draft revisions to the Babcock Ranch Overlay Zoning District.
 - On January 30, 2012, the Department received a notification from Babcock Property Holdings, LLC. to extend the phase, build-out and expiration dates in both the Babcock Ranch Master DRI and the Babcock Ranch Community Increment 1 DRI by eighteen weeks and six months per the Governor's Executive Orders. The resolution of build-out dates extension will be presented to the Board of County Commissioners on April 24, 2012.
- Murdock Village:
 - Staff is working on a revised vision for the area.
- Charlotte Harbor CRA:
 - The committee met on April 2, 2012. The committee would like Shaun Cullinan to present a discussion comparing the CRA sign code with the new county wide sign code. This will be on the agenda for the next meeting, May 7, 2012.
- Manasota Sandpiper Key Community Advisory Committee:
 - The committee met on April 4th to consider one ARC project;
 - PVC fence, 110 Meredith Drive.
 - The project was recommended for approval.
 - The committee met on April 18th to consider one ARC project;
 - Variance application, a side yard setback of 2.5 ft. rather than the required 10 ft. on a deck addition on a pre-existing structure located at 1200 Shore View Dr.
 - The project was recommended for denial; "outside the footprint of building, no real need established".
 - The committee submitted a binder containing a list of addresses and a collection of photographs of dumpsters on the primary roadway of Manasota Key in Charlotte County that are not properly located and not properly enclosed in compliance with County Code. This binder was given to Code Compliance Manager, Erin Mullen-Travis. Many of the complaints did not have a specific address to input into the Accela system. The locations that had an address were put into the system. The Committee is aware and will provide the specific locations. Claire Jubb suggested "It may benefit us all if at one of the Manasota Key meetings, Erin, or one of us attends to show the committee how to submit a complaint via the online service – it is far less work than what they have done putting the binder together and ensures that there is no delay in getting the complaint into the system. They can also upload the photos if they want." This information shall be provided.
- Grove City Community Plan:
 - Audrey Shinske, Nancy Christensen, Tim Krebs and Carolyn Spradlin requested reappointment to the committee and were reappointed at the April 24 BCC meeting. Chair Audrey Shinske requested to cancel the monthly meetings from April through August. The next meeting will be September 24, 2012.
- Little Gasparilla Island Community Plan
 - Paul Holmes was reappointed at the BCC meeting on March 13, 2012. One vacancy still exists. The committee held their April 7, 2012 on the island. The next meeting will be May 11, 2012.
- School Concurrency:
 - The annual Joint City, County, School Board Workshop was held on 4/30/12, at 2 pm, in Room #119. The meeting was very quick, with staff from the County, the City and School Board giving the Board members a brief update of development and construction activity over the past year.
- Comprehensive Plan Evaluation and Appraisal Report (EAR):
 - Staff continues to work on EAR-based plan amendments.

- Transportation Planning:

- The following transportation planning and traffic engineering related issues were reviewed to assist the Planning and Engineering staff during the month of April 2012:

1. Bicycle and Pedestrian Master Plan: During the month of April, draft plan priorities were discussed with the citizens groups across the County waiting for the final meeting with Rotonda West Community's in May 2012 to present the West county priorities before finalizing the plan.
 2. Site Plans, Zoning Exceptions and Traffic Study Reviews: The following site plans and traffic/ transportation meetings/studies were attended/reviewed during the month of April for all potential issues from the transportation perspective:
- [DRC-PF-90-16](#) (MM) – McDonald's Englewood MRP

- Monthly Meetings and Special Meetings/ Conferences: The following meetings and conferences were attended during the month of April:
 - Attended Transportation Interface for Modeling Evacuation (TIME) training on April 3rd and 4th, 2012
 - Attended Walkability Audit workshop conducted by Dan Burden for the Parkside and Charlotte Harbor CRAs
 - Attended School Zone Task Force Meeting
 - Made a site visit to Beach Road and State Road 776 intersection to suggest some signage recommendations to control the illegal traffic movements at the intersection
 - Attended NPO's technical advisory meeting (TAC) to finalize the future year Transportation Improvement Program (TIP) priorities to send to FDOT for their TIP development.
 - Attended Walking School BUS workshop/ program development information session conducted by the School Board
 - Internal department meeting to discuss the master roadway improvements plan for the Murdock Village
 - Parkside CRA- Transportation infrastructure plan discussions
 - Made several field reviews to address Citizens Call tracker items on speed limits and access issues across the County.

- Site Plan Approval

We received one petition for SPR in April 2012. A Major Modification for McDonalds – approved.

- Board of Zoning Appeals

The Board of Zoning Appeals heard the following petition on Thursday, April 12, 2012:

Petition #SE-12-006:

A request by Leroy and Cynthia McKinley for a Special Exception to allow a "guest house" in a Residential Single-family-3.5 (RSF-3.5) zoning district, located at 4940 Riverside Drive, Punta Gorda, was approved by a vote of 4-0 (Tom Thornberry abstained).

- Planning and Zoning Board

On April 9, the following petitions were heard:

1. Z-11-11-22-TDU: An Ordinance pursuant to Section 125.66, Florida Statutes, amending the Charlotte County Zoning Atlas from Agriculture Estates (AE) to Planned Development (PD), for property located north of the Lee County Line, south of Zemel Road, east of Tamiami Trail (US 41) and west of I-75, in the South County area; containing 332± acres; Commission District II; Petition No. Z-11-11-22-TDU; Applicant: Harper Property Holdings, LLC / McNew Property Holdings, LLC; providing an effective date.

Board Decision: *Recommend Approval*

2. SV-12-02-01 Susan Whitney has applied to vacate the portion of Gallagher Boulevard that ends at the Myakka River, east of the intersection with Duprell Terrace, a total of 0.10 acres, more or less, as

recorded in Plat Book 5, Pages 68-A through 68-E, located in Section 32, Township 40 South, Range 21 East, in Commission District IV.

Board Decision: *No Recommendation*

3. SV-12-02-02 Thomas Frey has applied to vacate the portion of Siesta Drive that meets Morningside Drive between Lot 1, Block 204, and Lots 1-3, Block 202, of Tropical Gulf Acres Unit Ten, as recorded in Plat Book 4, Pages 76-A through 76-N, a total of 0.18 acres, more or less, located in Section 11, Township 42 South, Range 23 East, in Commission District II.

Board Decision: *Recommend Approval*

- Board of County Commissioners Land Use

On April 17, the following petitions were heard:

1. PA-12-01-03: A Small Scale Plan Amendment to change Charlotte County FLUM Series Map #1: 2030 Future Land Use, from Preservation (PR) to Parks and Recreation (PKR); for property located north of the Charlotte County Gulf Cove Sewer Plant, southwest of the Myakka River, and east of C.R. 771, in the Port Charlotte area; containing 7.09± acres; Commission District IV; Petition No. PA-12-01-03; Applicant: Charlotte County Board of County Commissioners; providing an effective date.

Board Decision: *Approval*

2. PA-11-07-13-LS: Pursuant to Section 163.3184(3), Florida Statutes, adopt a Large Scale Plan Amendment to the Department of Community Affairs for review and comments; the amendment request is to change Charlotte County FLUM Series Map #1: 2030 Future Land Use, from Parks and Recreation (PKR) for 235.8± acres and Coastal Residential (CR) for 3.24± acres to Preservation (PR); for property located north and east of the Gulf of Mexico and of Little Gasparilla Island, and southwest of Placida Road (C.R. 775), in the West County area, containing a total of 239.04± acres; Commission District III.

Board Decision: *Approval*

3. Z-11-12-28: First public hearing to discuss amending the Charlotte County Zoning Atlas from Residential Multi-family Tourist (RMF-T) and Residential Multi-family 10 (RMF-10) to Environmentally Sensitive (ES), for property located north and east of the Gulf of Mexico and of Little Gasparilla Island, and southwest of Placida Road (C.R. 775), in the Placida area; containing a total of 239.04± acres; Commission District III; Petition No. Z-11-12-28; Applicant: Charlotte County Board of County Commissioners; providing an effective date.

Board Decision: *Set the second public hearing for May 8*

4. PA-11-07-15-LS: Pursuant to Section 163.3184(3), Florida Statutes, adopt a Large Scale Plan Amendment to the Department of Community Affairs for review and comments; the amendment requests a change to Charlotte County FLUM Series Map #1: 2030 Future Land Use, from Commercial (COM) to Preservation (PR); requests a change to Charlotte County FLUM Series Map #2, 2050 Framework from Maturing Neighborhood to Agricultural/Rural, and also requests a change to Charlotte County FLUM Series Map #3: 2030 Service Area Delineation, removing the subject property from the Urban Service Area; for property located southeast of Oakland Hills Road, northwest of the State-owned environmentally-sensitive lands and east of Annapolis Lane, in the Rotonda area, containing 16.68± acres; Commission District III.

Board Decision: *Approval*

5. Z-11-12-27: First public hearing to discuss amending the Charlotte County Zoning Atlas from Commercial General (CG), Office, Medical and Institutional (OMI) and Commercial Tourist (CT) to Environmentally Sensitive (ES), for property located southeast of Oakland Hills Road, northwest of the State-owned environmentally sensitive lands and east of Annapolis Lane, in the Rotonda area;

containing 16.68± acres; Commission District III; Petition No. Z-11-12-27; Applicant: Charlotte County Board of County Commissioners; providing an effective date.

Board Decision: *Set the second public hearing for May 8*

6. PA-11-07-18-LS: Pursuant to Section 163.3184(3), Florida Statutes, adopt a Large Scale Plan Amendment to the Department of Community Affairs for review and comments; the amendment request is to change Charlotte County FLUM Series Map #1: 2030 Future Land Use, from Parks and Recreation (PKR) to Preservation (PR); for property located northwest of San Casa Drive, south of S McCall Road (S.R. 776) and east of Oyster Creek Drive, in the Englewood area, containing 106.97± acres; Commission District III.

Board Decision: *Approval*

7. Z-11-12-24: First public hearing to discuss amending the Charlotte County Zoning Atlas from Agriculture Estates (AE) and Residential Multi-family 5 (RMF-5) to Environmentally Sensitive (ES), for property located northwest of San Casa Drive, south of S McCall Road (S.R. 776) and east of Oyster Creek Drive, in the Englewood area; containing 106.97± acres; Commission District III; Petition No. Z-11-12-24; Applicant: Charlotte County Board of County Commissioners; providing an effective date.

Board Decision: *Set the second public hearing for May 8*

8. PA-11-07-17-LS: Pursuant to Section 163.3184(3), Florida Statutes, adopt a Large Scale Plan Amendment to the Department of Community Affairs for review and comments; the amendment request is to change Charlotte County FLUM Series Map #1: 2030 Future Land Use, from Coastal Residential (CR) to Preservation (PR); for property located northeast of Palm Island, south of Stump Pass Beach State Park and west of Lemon Bay, in the West County area, containing 35.04± acres; Commission District III.

Board Decision: *Approval*

9. Z-11-12-25: First public hearing to discuss amending the Charlotte County Zoning Atlas from Residential Single-family 3.5 (RSF-3.5) to Environmentally Sensitive (ES), for property located northeast of Palm Island, south of Stump Pass Beach State Park and west of Lemon Bay, on a bridgeless barrier island in the West County area; containing 35.04± acres; Commission District III; Petition No. Z-11-12-25; Applicant: Charlotte County Board of County Commissioners; providing an effective date.

Board Decision: *Set the second public hearing for May 8*

10. PA-11-07-16-LS: Pursuant to Section 163.3184(3), Florida Statutes, adopt a Large Scale Plan Amendment to the Department of Community Affairs for review and comments; the amendment request is to change Charlotte County FLUM Series Map #1: 2030 Future Land Use, from Low Density Residential (LDR) to Preservation (PR); for property located north of Carbon Avenue, south of Joppa Avenue, east of Flamingo Waterway and west of Flamingo Boulevard, in the Port Charlotte area, containing 28.63± acres; Commission District IV.

Board Decision: *Approval*

11. Z-11-12-26: First public hearing to discuss amending the Charlotte County Zoning Atlas from Residential Single-family 3.5 (RSF-3.5) to Environmentally Sensitive (ES), for property located north of Carbon Avenue, south of Joppa Avenue, east of Flamingo Waterway and west of Flamingo Boulevard, in the Port Charlotte area; containing 28.63± acres; Commission District IV; Petition No. Z-11-12-26; Applicant: Charlotte County Board of County Commissioners; providing an effective date.

Board Decision: *Set the second public hearing for May 8*

12. Z-12-01-01: Amending the Charlotte County Zoning Atlas from Planned Development (PD) to Commercial General (CG), for property located northeast of Hayward Avenue, southwest of Hollis Avenue, east of Railroad Avenue and west of El Jobean Road, in the Port Charlotte area; containing 0.31± acres; Commission District IV; Petition No. Z-12-01-01; Applicant: Charlotte County Board of County Commissioners; providing an effective date.

Board Decision: *Approval*

- Engineering Division:

- Construction Projects in Design or Negotiation

- Burnt Store Road Widening Project Phase 3 - The Board of County Commissioners (BCC) chose the following design options: Future widening to the inside (option 2), two 6' sidewalks on each side of the roadway and standard lighting. The design consultant has begun the design process based on BCC decisions; we anticipate 30% design plans around the middle of May.
 - Burnt Store Lighting – Florida Transportation Engineering (FTE) is working on 60% plans, which are expected by the end of April. Staff and FTE have met with the MSBU Committee to discuss the project. Another meeting is scheduled for April 26, 2012, with the MSBU to go over conceptual design.
 - Charlotte Harbor Gateway Harbor Walk - On March 27, 2012 the Board of County Commissioners approved to advance funds for this project; the CHCRA is awaiting approval from the Florida Department of Transportation (FDOT). Upon FDOT approval, we will proceed with Requests for Proposal.
 - Charlotte Harbor Community Redevelopment Area (CRA) Culverts – Weiler Engineering is working on designing and permitting of two culverts within the CRA.
 - Cheney Brothers Site Roadway Improvements - The grant that funded the project had language that needed to be modified. These changes are being made and the project should get underway in the late summer or early fall of 2012.
 - CR 771 (Gasparilla Road) Widening – The final Scope of Services has been reviewed and the Legal Department is currently reviewing contract documents. Once the Board of County Commissioners approves the contract, design should take approximately 18 months to complete.
 - Desoto Ditch Bank Stabilization – Requests for Letters of Intent for design have been reviewed. TETRA TECH has been selected as the top firm. Draft scope and fee is expected within the next two weeks. Negotiations will begin after review of the scope and fee.
 - Edgewater Drive Widening Phase II - Design is at 95%.
 - Midway Boulevard Phase II - The Board of County Commissioners approved the change order to the contract regarding the design of Midway Boulevard from Scotten Street to Kings Highway. The original 30% plans will be updated to meet the most current standards and design should be completed by early summer of 2013.
 - Piper Road South Widening Project – The Florida Department of Transportation (FDOT) returned the modified Joint Project Agreement (JPA) and it is being processed with a change order for review/approval by the Board of County Commissioners (BCC). The change order includes a contract extension to December 29, 2012. We are anticipating the JPA and the change order being approved by the BCC on May 8th. FDOT has given us a tentative start date of May 29th or any time after the JPA has been fully executed by FDOT.
 - Piper Road Widening North – Design and permitting is complete, however this project is still on hold pending funding. Construction and right-of-way funding is shown in the "future" column in the current CIP budget. The Developer's Agreement with Primerica is to build four lanes across the Old Punta Gorda Golf Course, however that developer is actively trying to sell the undeveloped property.
 - Placida Road Safety Improvements - At the BCC meeting this morning (Tuesday, April 24, 2012), Commissioners approved amending the County's Capital Improvement Program (CIP) to provide for safety improvements to Placida Road, rather than the original road widening project.

- Rotonda Entrance Signs – Requests for Letters of Intent for design have been reviewed. Johnson Engineering has been selected top firm. Draft scope and fee should be received by April 20, 2012. Negotiations will then begin.
- Rotonda Pathway – The lowest bidder is General Contracting Services. We are anticipating BCC approval of award on May 8, 2012.
- Sales Tax Year One (Florida Street) Sidewalks – This project is currently advertised. A pre-bid conference was held on April, 11, 2012 and was well attended. BID OPENING: 2:00 p.m. (EST), MAY 2, 2012, PURCHASING DIVISION CONFERENCE ROOM. This project is funded by the Sales Tax revenue and is the final project to be constructed under the "Year 1 Design".
- Sales Tax Year Two (Beacon Drive) Sidewalks - We recently received a SWFWMD exemption for this project. Construction is anticipated to begin in May or June 2012.
- Sales Tax Year Two (Cape Haze) Sidewalks - We are currently at 90% plans review and are making design modifications to include utility elements that were originally part of the Placida Road project. We received a SWFWMD exemption for this project and have also received project specifications from the design engineer.\
- Sales Tax Year Two (Capricorn) Sidewalks - We have received SWFWMD exemption and project specifications from the design engineer.
- Sales Tax Year Two (Gulf Stream) Sidewalks - We met with the design engineer to move forward with a revised pedestrian bridge concept. We also received a SWFWMD exemption for this project. We are currently working with Charlotte County Utilities (CCU) to include improvements to water facilities on this project. CCU is in the process of developing improvement plans.
- Sales Tax Year Two (Sheehan) Sidewalks - We received a SWFWMD exemption for this project. We are working with Charlotte County Utilities so that improvements to their facilities can be included in the plans for this project. Construction is anticipated to begin in May or June 2012.
- Sales Tax Year Three (Aaron) Sidewalks - We are expecting 60% plans soon. This sidewalk is within the Parkside project limits and will serve as one of many elements to the overall improvements to the area.
- Sales Tax Year Three (Bayshore) Sidewalks - We are currently at 60% design. We received a permit exemption from SWFWMD on March 27, 2012.
- Sales Tax Year Three (CR 74) Sidewalks – We received the 60% plans for this sidewalk and are preparing our comments for the design engineer.
- Sales Tax Year Three (Deep Creek) Sidewalks – We received the 60% plans and are preparing comments for the design engineer.
- Sales Tax Year Three (Ellicot) Sidewalks – We are scheduling a meeting with the design engineer to discuss lowering construction cost by reducing the sidewalk width.
- Sales Tax Year Three (Harbor) Sidewalks – Funding was approved to install pedestrian signalization at the intersection of Peachland Boulevard and Harbor Boulevard in conjunction with this sidewalk project.
- Sales Tax Year Three (Oceanspray) Sidewalks – This sidewalk is in the preliminary phases of design. We should receive 30% plans soon.
- Sales Tax Year Three (Rio De Janeiro) Sidewalks – We received 30% plans and returned comments to the engineer. We should receive 60% plans soon.
- Sales Tax Year Three (Riverside) Sidewalks – This project is in the preliminary design phase and will have to overcome several challenges including limited right of way and acquiring permission from FDOT to cross under the I-75 overpass. We are currently working with the Real Estate Services Department to begin looking at property needs.
- Sales Tax Year Three (Sandhill) Sidewalks – We received 60% plans and returned our comments to the design engineer. The design engineer collected data from the Peace River Water Authority Interconnect Project to incorporate the work being carried out under that project into the Sandhill Boulevard sidewalk design.

- Sales Tax Year Three (Sunnybrook) Sidewalks - We returned 30% plans comments to the design engineer. The design engineer requested and received CAD files from the Gulfstream Sidewalk project to incorporate those design elements into the Sunnybrook Sidewalk design.
- Sales Tax Year Three MSBU (Rotonda E) Sidewalks – This project is in the preliminary design phase and we should be receiving 30% plans soon.
- Sales Tax Year Three MSBU (Rotonda N) Sidewalks – We recently completed a 60% plans review. We may be changing some elements of the design to accommodate a new community plan. This should not delay the project which has an estimated construction start date in late 2012.
- Sales Tax Year Three MSBU (Rotonda W) Sidewalks – This sidewalk is in the early phases of design and should be at 30% plans soon.
- South Gulf Cove Pathways – Final change order to close out the contract are being processed this week.
- Stump Pass Ten-Year Management Plan – The shortlisting was held on December 14, and Coastal Engineering was ranked first. An item went before the Board to approve the ranking of firms for professional engineering services for a ten-year beach and inlet management plan to include, but not be limited to, alternative analysis, design, permitting, construction support, and monitoring. Contract should be in place soon.
- Winchester and Flamingo Signalization – We are in negotiations with a Construction Management at Risk firm. A meeting was held on April 11th to provide them with additional information.
- Winchester Corridor Phase 3 Design – We are responding to requests for additional information from the Army Corps of Engineers and SWFWMD. A Project Kick-off/Utility Coordination meeting was held Thursday, April 19, 2012.
- Construction Projects under Construction:
 - Bermont Road Safety Improvements - The contract time for this project has expired. The contractor completed the four foot wide paved shoulders from US 17 heading east to State Road 31 and is now currently working on guardrail, shoulder restoration and punchlist items. This project is at 98% completion.
 - Burnt Store Road Widening Project Phase 1 - - N Jones Loop Road has been completely reopened over the railroad track crossing. The southbound 2 lanes of Burnt Store Road is open as well. Final paving is being done on the northbound lanes of Burnt Store Rd, traffic is now utilizing one lane. Traffic will shift to allow for completion of the final paving as needed.
 - *PSA issued 4/23/12 - N. Jones Loop Road will be reopened across the railroad tracks at US 41 tonight, Monday, April 23, 2012. It is expected that the traffic signal at the Burnt Store Rd/Jones Loop – US 41 intersection will be down for approximately 2 hours, at which time traffic will be directed by deputy sheriffs. Burnt Store Road will have the southbound lanes open to southbound traffic. The northbound lanes of Burnt Store Rd will be barreled off to one lane of traffic, while paving is being completed, then shifted to the alternate side to complete paving on that side. The traveling public is urged to exhibit caution throughout the construction area.*
 - Elkcarn Waterway Bridge Replacements - The bridge construction is complete. Roadway work approaching both ends of the bridges has begun. Finishing work i.e., Class 5 finish, seal joints, etc. is being completed. The roadway paving should be completed the week of May 7th. The bridges should be open to traffic in mid-May.
 - Harborview Road Bridge over DeSoto Canal - Charlotte Engineering and Surveying, Inc. delivered 30% plans on April 10, 2012 for County staff to review. A Public Meeting was held at Deep Creek Elementary School on April 11, 2012. Details of the Public Meeting were released through a Public Service Announcement on April 2, 2012.
 - Melbourne Bridge Replacement - The Bridge is open to traffic and a Dedication Ceremony was held May 1, 2012.
 - Rampart Boulevard Improvement Project – Phase 1 - paving is scheduled for next week and construction is 93% complete; Phase 2 - 90% plans review is in progress.

- Traffic Signing and Marking – The following activity has occurred from April 1, 2012 to present: Detour signs were installed on Peachland for the installation of water control structures in the vicinity of Beacon Drive. New signs are being installed on Burnt Store Road; this - project is approximately 90% complete. Staff will resume installing the remainder of pavement and roadway markings once the cure time has passed.

Number of signs repaired	192
Number of signs manufactured	26
Feet of striping	8,888
Number of new signs installed	114
Roadway legends installed	271
Number of signs inspected	648
Number of after hour calls	3
Marine maintenance	17
Speed studies for Sheriff's Department	19
Traffic signal warrant studies	2 Locations
Traffic counts for concurrency monitoring	29

- Drainage Projects:

- National Pollution Discharge Elimination System - The purpose of this project is to reduce adverse impacts to water quality and aquatic habitat by instituting the use of controls on unregulated sources of stormwater runoff into Charlotte Harbor. Minimum project requirements are public education and outreach, public participation/involvement, construction site runoff control, and pollution prevention. The permit includes coordination with the Charlotte County School Board, Airport Authority, Florida Department of Transportation, and City of Punta Gorda. The annual report and re-application for the next cycle are due July 23, 2012. The annual report is in progress. Funding is split equally between the Mid, South, and West Charlotte Stormwater Utilities.
- Desoto Ditch Vegetation Clearing – A consultant will be selected to review the side slope erosion issue.
- Elmira/Pompano Waterway Structure - The 60% Plans are due in April.
- GPC Water Control Structures – Overall contract is 85% complete. DOR 4.22 is 88% complete and MOR 4.42 is 82% complete
- *PSA issued 11/9/11- Peachland Boulevard--between Hinton Street and Dorchester Street and between Yorkshire Street and Kensington Street--will be closed to through traffic beginning on November 21, 2011, and continuing through May 19, 2012. A detour will be set up to guide motorists around both work zones. This closure is necessary to allow Zep Construction, Inc., to construct new box culverts within the Dorchester and Morningstar Waterways, as part of an overall plan to upgrade stormwater infrastructure. Motorists are encouraged to utilize alternate routes and exercise caution throughout the construction area.*
- Rotonda West Drainage Study – A contract was executed with Banks Engineering. The Consultant attended the Rotonda MSBU meeting on April 19, 2012 where he introduced himself and explained to the public how the study is going to be conducted. Public meetings have been scheduled for June 6 and 7, 2012. The purpose of these meetings is to gather eyewitness reports from the residents about their flooding concerns.
- South Gulf Cove Water Quality – Continuing quarterly monitoring at the request of the Waterway MSBU Committee.
- Sunshine Lake Water Quality Study – A public meeting was held February 16, 2012 at the Team Port Charlotte meeting at the Cultural Center. The final report will be discussed during the Mid County Stormwater Utility Advisory meeting on May 8, 2012.
- US 41 Storm Structures – This project includes adding culverts under U.S. 41 at Elkcam Waterway, Fordham Waterway and Pompano Waterway. We expect to receive the 60% plans soon. This project is Phase 2 of the Midway CIP improvements. Funding for construction is provided by the Sales Tax revenue and funding for design is provided by the Mid County Stormwater MSBU.

- 2010 Greater Port Charlotte Water Control Structures Design - 100% Construction plans for DOR 4.75, MOR 5.08, and HAV 4.33 are complete. Pre-bid meeting was held on April 19, 2012. SUN 3.65 is at 90% design; FOR 5.11 and NIA 5.72 are at 60% design. Overall, the design/permitting contract is 50% complete. Bids are due on May 9, 2012. The structures will be bid in 2 groups. The first group that will be constructed is DOR 4.75, MOR 5.08, and HAV 4.33. The second group to be constructed is SUN 3.65, NIA 5.72, and FOR 5.11 and is anticipated to begin in the spring of 2013.
- Tom Adam's Bridge – Phase 2 of the Tom Adams Bridge Rehabilitation will replace the tender house, electrical, and mechanical equipment. The proposed tender house will provide visibility of traffic and pedestrians approaching the structure when the bridge is being opened or closed. Currently, the bridge tender's view is obstructed. The County advertised RFP12-151. Proposals were scored on April 6th. Purchasing will request the Board of County Commissioners to authorize staff to negotiate the Design Contract at the May 8th meeting.
- Three Lakes Project / Lake 1 Excavation - The excavation of Lake 1 (Collingswood Lake), that is part of the Three Lakes Drainage Basin, will satisfy the stormwater management needs for a 54-acre residential neighborhood. The lake is on Collingswood Boulevard at Quincy Avenue. Lake 1 is approximately seven acres and will be excavated at no cost to Charlotte County. Lake 1 is 93% complete, however the project is currently on hold.
- Dredging Projects:
 - Pirate Harbor Rock Removal – The scope of work is being finalized and then the project will go out for bid.
 - Northwest Port Charlotte Access Channels - Waiting for Board approval to proceed.
- Paving Projects:
 - 2011 Countywide Paving Program - The Contractor has completed all paving projects and the contract is expected to be closed out by May 15, 2012.
 - 2012 Countywide Paving Program - The Contractor has started the paving operation in Town Estates. The restoration is ongoing in PGNU, and the punch list has been given to the Contractor for Tropical Gulf Acres.
 - 2012 North County Paving Program - The contract was awarded to Ajax Paving on March 27, 2012. The pre-construction meeting was held on April 10, 2012 and the commencement date is scheduled for April 16, 2012. The contract duration is 415 calendar days. The contractor is currently preparing to pave roadways within the Burnt Store Village MSBU.
 - 2012 West County Paving Program - The Contract is currently in the review process in the Purchasing Department.
- Miscellaneous:
 - Manchester Lock Education – Elementary school class trips in the Alligator Bay Education program were done in March. Charlotte Harbor Environmental Center is handling this program. So far this year 142 people have participated.

Community Services

- Administration:
 - Administrative staff answered and fielded 609 telephone calls, 16 web emails; processed 6 citizens concerns, 11 accident and 3 incident reports, 4 damaged and missing item reports; distributed 8 press releases
 - Supported 4 Advisory Boards
 - Produced 12,207 Marketing and Graphics pieces including 7,500 copies Facilities, Activities, and Program Guide
 - Continued planning and implementation of new parking meters – deployment scheduled for June pending final configuration and receipt from manufacturer.
 - Continued working on mobile website with mapping technology for environmental parks.
 - Advertised April Pool's Day and Summer Camp on ClearChannel stations Beach 98.9 and Kix Country. April Pool's Day advertised in "Let's Go" section of The Sun
 - Continued working with promoter for September "Pirate Invasion" event at Englewood Beach

- Met with the Venice Wildlife Center regarding Wild River Run on the Myakka River. Event will end at the Myakka River Park in Gulf Cove
- Program Coordinator presented wellness information with local business to L.A. Ainger Middle School children during gym class and distributed new Activities, Programs, and Facilities Guide
- Provided approximately 200 Aquatic Program flyers, Activities, Programs and Facility Guides, and other marketing materials to teacher for parent resource event at Meadow Park Elementary School
- Facebook Reach – Highest: 305 views; Avg.: 200 views; Daily: 29 Active users
- Charlotte Sports Park:
 - The Charlotte Stone Crabs opened their 2012 season on Thursday, April 5. With a total of thirteen (13) games in April, attendance was 22,902. The individual game attendance is as follows: 4/5 – 3066; 4/12 – 1317; 4/13 – 1163; 4/14 – 3101; 4/15 – 1157; 4/16 – 981; 4/17 – 1353; 4/25 – 825; 4/26 – 1203; 4/27 – 3653; 4/28 – 3244; 4/29 – 1080; 4/30 – 759.
 - The Charlotte Sports Park hosted several games of the USSSA Tournament on Saturday, 4/21, and Sunday, 4/22. Several practice fields along with the stadium were utilized for these games with attendance estimated at 550.
 - The Charlotte Sports Park hosted the Girls on the Run 5K on Saturday, 4/28. There were a total of 472 participants.
- Recreation Division:
 - The four Charlotte County Recreation Centers and two Charlotte County Skate Parks were open a combined 1350 hours and served over 10,700 patrons (paid and nonpaid). There were Fitness, Instructional, Youth Leagues and Arts & dance programs held at each facility. Registration for classes and leagues totaled 3253 with 11,047 touches combined. Recreation facilities were rented 37 times achieving a rental attendance total of 2579 people.
- Aquatics Section:
 - The three Aquatic Facilities were open a combined 788 hours and served 9453 patrons. 4200 Patrons spent 281 hours participating in programs such as water exercise classes, swim lessons, Lifeguard Training and swim practice. April Pools days were held April 14 and April 21 at South County Regional Park and Oyster Creek Regional Parks respectively. Despite uncooperative weather, approximately 125 patrons attended South County and 75 attended Oyster Creek. Over 30 children participated in Learn to Swim Sessions 2 and 3 held at South County and Oyster Creek. Six Lifeguard candidates participated in the Lifeguard Training course held at Oyster Creek.
 - Aquatic staff spent a combined 160 hours performing maintenance tasks and 140 hours performing In-Service training such as rescue skills, first aid/CPR and administering emergency oxygen.
 - Staff is currently working on the following programs and events:
 - Water Safety Instructor Course May 1 through May 24, 2012.
 - Learn to Swim Session 4 begins May 15, 2012
 - Swim For Scholarships 5-19-12
- Athletic Section:
 - Charlotte County athletic leagues and Special Events used County facilities approximately 3,806 hours in the month of April. An estimated 4,450 athletic participants visited County facilities an estimated 27,806 times with 45,088 spectator/volunteer visits for a combined total of 72,8894 visits associated with athletic activities. Activities included Adult Softball, Adult Football, Adult Cricket, Adult Tennis, Youth Football, Youth Soccer, Youth Cheerleading, Youth Baseball, Youth Swimming, Horsemanship, and Remote Control clubs. In addition, two youth baseball tournaments and a regional disc golf tournament were presented this month.
- Parks and Natural Resources:
 - A colony of little blue herons (*Egretta Caerulea*), a state listed species, is building nests at Tippecanoe Environmental Park. The area of this rookery is being closely watched as these birds are skittish around the nests and may require some additional protection.

- The Florida shorebirds have started nesting on our beaches, we currently have 1 pair of Wilson Plover's (*Charadrius Wilsonia*) nesting at Stump Pass State Park, 2 pair of Snowy Plovers (*Charadrius Alexandrinus*) and 1 pair of Wilson Plover's (*Charadrius Wilsonia*) nesting on Palm/Knight Island, and 2 pair of Snowy Plover's (*Charadrius Alexandrinus*) nesting on Little Gasparilla Island. Florida shorebirds are listed with US Fish and Wildlife Service (USFWS) and Florida Fish and Wildlife Conservation Commission (FWC) as threatened or endangered and they utilize Florida's Gulf Coast beaches and narrow stretches of sand along coastal barrier islands that provide nesting sites and feeding habitat to raise their young.
- Attended the Southwest Region Marine Turtle Monitoring and Surveying Protocol Training prior to the nesting season opening on May 1st which was presented by Florida Fish and Wildlife Conservation Commission speakers Anne Meylan and Blair Witherington and hosted by Mote Marine Lab at the Jean P. Hendry Conference Center. There were over 300 participants, which include Charlotte County, Lee County, Sarasota County, Collier County, FDEP, Florida State Parks, City of Cape Coral, City of Marco Island, City of Naples, City of Sanibel, volunteers, and many more.
- The Southwest Florida Cooperative Invasive Species Management Area (CISMA), The Peace River Audubon Society and Charlotte County Community Services hosted a field workday on Wednesday April 4th to complete an invasive plant control project at Audubon-Pennington Nature Park in Port Charlotte. CISMA volunteers met with PRAS volunteers and in 2.5 hours we treated the Brazilian pepper, wedelia, and carrotwood in our small urban Port Charlotte Park. Thanks to the sharp eyes of United States Fish and Wildlife Service (USFWS) staff, Lygodium was found and treated (early detection and rapid response in action)!
- This was a true partnership project; the park is owned by Charlotte County but managed by Peace River Audubon Society. The workday included people from 5 entities: PRAS: 8, Charlotte County: 5, United States Fish and Wildlife Service: 3, Lee County: 1, and Florida Forestry Service: 1. CISMA partners donated herbicide and equipment for the workday.
- Brazilian pepper and other exotics are being treated at Amberjack Environmental Park. This large scale project covers two large areas that have been treated about 4 years ago. Because of the seed source that has built up over many years in the soil, these areas will continue to be monitored and treated.
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- Peace River Butterfly Society conducted a walk at Shell Creek Preserve to identify different species that could be found on our preserve. They identified 11 different species of butterflies and 4 different species of Dragonflies and Damselflies, along with 5 different notable butterfly plants.
- Natural Resources Phillip Brouse, Environmental Specialist II attended a joint conference with the FL chapter of The Wildlife Society and the FL Exotic Pest Plant Council. The theme was exotic Invasive Species. Among the many things discussed was the status and control of various invasive species such as pythons and anacondas, monitor lizards and tegus, wild hogs. A very promising bug as a bio-control for Brazilian pepper is being researched. A newly occurring invasive plant, mikania, was also discussed. Also of interest was a lot of discussion about state wide tracking of species via the internet and early response teams, of which we were all encouraged to participate in.
- Natural Resources met with a state FCT representative for three days to tour all 12 of the County's FCT funded parks. FCT was pleased to see the progress and conditions of the parks and encourages us to keep up the good work managing the environmental lands and the installation of amenities on the active use parks.
- Approximately 5 acres of cogon grass were treated at Shell Creek and treated 10 acres of Brazilian pepper and Melaleuca at Charlotte Flatwoods.
- Extension Services

- Meetings:
- Extension Long-Range Planning Summit – Gainesville – March 26th – 28th
- The Director and Sea Grant Agent attended this program which helped finalize the Florida Extension Long-Range 10 –Year Planning Plan of Work.
- County Program Reviewer Training – PolyCom – 1 to 3 pm – April 16th
- Other Programming:
 - Backyard Poultry Workshop – April 21st – 9 am to 12:30 pm – 25 in attendance.
 - Affirmative Action Reports – Submitted April 4th
 - Supervise 4-H Club – April 10th – 5 to 9:00 pm
 - Website Hits: Report: - 118,621 - Summary - charlotte.ifas.ufl.edu –
 - Date Range: 04/01/2012 - 04/30/2012 - Urchin 5 ©2005 Urchin Software Corporation.
 - Facebook© Page - Charlotte County Extension data: 169 monthly active users.
- Sea Grant:
 - Publications: Staugler, E.A. 2012. "Fish Sampling in Lemon Bay". Water LIFE Magazine. April 2012, Page 7.
- Websites: Marine Scene Plus (Blog)<http://flseagrant.ifas.ufl.edu/newsletter>
 - Staugler, E.A. 2012. "Do Your Homework Before Investing in Florida Aquaculture". April 23, 2012.
 - Staugler, E.A. 2012. "Tagged Redfish Detected 60 Miles Offshore". April 13, 2012.
- Field Work:
 - 4/4 – Delivered scallops to new volunteer in Englewood
 - 4/19 – Fisheries monitoring in Peace River with FWC
 - 4/20 – Conducted scallop recruitment monitoring in Lemon Bay & Gasparilla Sound with volunteer
- Outreach Programs:
 - 4/5 – Organized presentations on Sea Level Rise at the request of Beaches and Shores Advisory Committee. Thomas Ruppert, FSG and Jim Beever, SWFRPC presented.
 - 4/14 – Final Florida Master Naturalist Class – Upland Systems module, including classroom instruction and field trip learning experiences. 22 students finished course. 14 students received honors plaques indicating they completed all three FMNP modules.
 - 4/14 – FMNP presentation at Maple Leaf Estates – given by volunteer.
- Site Visits:
 - 4/5 – Courtesy visit to Cape Haze Marina
 - 3/7 – Courtesy visit to Fishin Franks
- Meetings:
 - 4/6 & 23 – Stem to Stern Statewide Boating and Waterways Management in Florida – Steering committee planning meetings
 - 4/23 – Sea Grant Advisory Committee meeting, at Fantasea Scuba
 - 4/26 – Great Goliath Grouper Count planning meeting
- 4-H Youth Development:
 - Over 100 Vineland Elementary students participated in the 4-H 'Our Feathered Friends' project as part of the school's Earth Day Celebration. Identification of local birds, the need for birds and how to increase desirable birds were hands-on activities completed by the students.
 - Over 100 Sallie Jones Elementary second-grade students participated in a 4-H 'Ag in the Classroom' event. Students completed hands-on activities in: gardening, food preparation of local produce, and chicken, rabbit and goat care.
 - Over 150 youth participated in 4-H project club activities in April. Activities led by adult volunteer leaders included: communication-building activities, field trips, fundraising, and good consumer skills development.
- Horticulture:
 - Programming:
 - Master Gardener Training

- 2012 Master Gardener Training – “Home Turf Management” - April 10th – Me – 9:30 am to 12:30 pm.
- 2012 Master Gardener Training – “Nuisance Wildlife and Invasive Animals” – April 12th – Ralph Mitchell – 9:30 am to 12:30 pm.
- 2012 Master Gardener Training – “Pesticide Safety” - April 17th – Me – 9:30 am to 12:30 pm.
- 2012 Master Gardener Training – “Soils and Plant Nutrition” - April 24th – UF Graduate Students from the Balm Research Center– 9:30 am to 12:30 pm.
- 2012 Master Gardener Training – “FYN” – April 26th – Allison Turner - 9:30 am to 12:30 pm.
- 2012 Master Gardener Training – “Termites” – April 19th – Dr. Fred Santana, Entomologist - 9:30 am to 12:30 pm
- Other Programming:
 - Limited Commercial Landscape Maintenance Training – April 24th – 9 participants.
 - GI-BMP Training – 8 am to 3 pm – April 25th
 - Charlotte County Extension held another Green Industries Best Management Practices (BMP) Training in regards to the Fertilizer Ordinance at the East Port Environmental Campus on April 25th. Seven (7) participants increased their understanding of the local County Ordinance, as well as Turf, Irrigation, Landscape and Pesticide BMP's. After taking an end-of-class exam and receiving a 75% or higher score, each participant receives a Certificate of Completion showing that they are in compliance to commercially apply fertilizer in Charlotte County.
 - Arbor Day Expo – April 27th and 28th – 8 am to 2 pm. – April 2st – 9 am to 12:30 pm – East Port Campus
- Special Meeting/Outreach:
 - MG Association Meeting (Horticulture Advisory Committee – April 4th – 10 am to 12 noon.
 - Volunteer Appreciation Day Breakfast – Vocational School – April 11th – 9 am.
 - Speaker at Florida Federation of Garden Clubs – District IX – Spring District Meeting - “Love bugs” & “The Charlotte County Fertilizer Ordinance” – April 24th - 11:00 am - Holy Trinity Lutheran Church – 130 participants.
 - Professional Development : 2012 Florida Friendly Landscaping Green Industries Best Management Practices In-Service Training – 9:30 am to 4:00 pm – Sarasota County Extension – April 20th.
 - Site Visit: Virginia & Bill Higginbotham - 2559 Ivanhoe Street, Port Charlotte - St. Augustine grass problems – 10:30 am – April 13th
 - “Office – Site” Visit - Gateway Condo Association meeting – April 11th – 3 pm – Palm Curbing Issues.
- Florida Yards and Neighborhoods Outreach:
 - 4/3/12 – The Hammocks site visit w/ landscape committee
 - 4/12/12 – FGCU Renaissance Academy “Florida-Friendly Landscaping™ Plants and Techniques” class, 18 students
 - 4/13/12 – New FFL yard recognition, standard level
 - 4/16/12 – Mid County Library courtyard site visit w/ Eagle Scout & PC garden club
 - 4/18/12 – “Florida-Friendly Garden Favorites” talk at Rotonda Friends and Neighbors meeting, 50 attendees
 - 4/19/12 – FFL IST in Sarasota
 - 4/23/12 – Earth Day Event at new Urban Wetland Park in PC - 60 students, 11 county staff, 2 CHEC staff
 - 4/26/12 – FFL class for new MG's, 21 students
 - 4/26/12 – New FFL yard recognition, standard level
 - 4/26/12 – FFL site visit, failed recognition
 - 4/27-28/12 – Arbor Day Expo

- Charlotte Sun Newspaper Articles:

- Potential Readership:
- Charlotte Sun Herald – Average Circulation - 44,028
- Charlotte Sun-Herald Newspaper Articles Website: An average of 25,000 hits per day
- Newspaper Article – “Plan Before You Plant a Tree” - April 23rd
- Newspaper Article - “Interesting Tomato Heirlooms” – April 9th
- Newspaper Article - “Is it drought damage or chinch bugs?” - April 16th

- Libraries and History

- 50,037 citizens visited our Libraries in the month of March
- We have 107,918 registered borrowers
- 350 children came to 24 programs
- Genealogy and computer classes instructed 138 people
- 64,778 items were circulated in March
- 248 adults attended 20 programs this month
- 76 visitors to Historical events so far this year
- 87 people attended programs at the Historical Center
- 183 volunteers worked 1,456 hours in the Libraries
- April had two Retirements and 3 part-time resignations.
 - Large crowd at Port Charlotte Library to see James W. Hall, nice article in paper.
 - Presented “State of Libraries” report in front of Commission, well received.
 - Heavy weeding going on at all Libraries.
 - Cookie House open house held, nice article in paper-at 75% completion of project.
 - Englewood Library are Archive project on its’ way-tentative completion April, 2013.
 - Luncheon provided by Friend’s for Library Volunteer Month.
 - Very popular Titanic program in partnership with Historical Center presented to large audience.
 - Working on a cataloging backlog and much of it resolved.
 - First Community meetings planned for “Visioning” for Libraries.

Facilities, Construction and Management

Projects:

- San Domingo Park Phase 1: The contractor was approved by the board on April 10th. The pre-construction meeting was held. The contractor submitted for building permit on April 26th with plans under review.
- Bay Heights Boat Ramp: The design team took the Zoning suggestions and incorporated into the concept design. A design change order is awaiting board approval on May 22nd. The design development design phase will begin upon change order approval.
- Cattle Dock Road Boat Ramp: The Future Land Use map change was approved on April 17th. The project was submitted for final Site Plans Review.
- South County Regional Park Soccer Concession Stand: The design development plans were reviewed and inputs provided to the consultants. 95% plans are projected to be completed around May 16th.
- Bayshore Restroom: The Building Permit has been issued.
- Transit: The environmental study required for the grant has been completed.
- Family Service Center: The installation of the lighting has begun.

Operations:

- Energy Efficiency Program: The solar PV and solar hot water projects are 100% complete and all punch list items have been addressed. Assessment of boat ramps for solar lighting projects is in process. EnergyCAP implementation is nearing completion with training scheduled the week of June 11th. Sheriff’s Admin lighting retrofit is in progress. Ann Dever memorial Park green sports lighting project is moving forward. The Performance Contract RFP will be posted by Purchasing by May 9th.

Repair and Maintenance:

- Cookie House Restoration: All the windows, screen doors and entrance doors have been restored. Period hardware and lighting have been also been restored. Tuck pointing the mortar around the logs and painting will be next as well as new sod and a walkway from the parking lot to the building.
- Human Services: The old modular building on Grace Street has been removed as well as the connecting screen porch. Sod will follow the week of May 14th.

Human Resources

- Employee & Labor Relations
 - IUPAT negotiation meetings
 - Preparation for Impasse meetings with IAFF
 - Employee related issues
 - Reduction in Force (211)
 - Facilitate New Hire Orientation
 - Rolled out NeoGov training to HR Liaisons
 - Recruitment related activities and hiring processes
 - Halogen e-Appraisal assistance
 - Discipline related conversations and activities
 - Monitor the community service program with Courts System
 - FMLA Processing
 - FMLA monthly report
 - Participated in Everify Webinar training
 - Tasks associated with Employee of the Month
 - Legal Discussions
 - Miscellaneous advisement/investigations/coaching/development conversations
- Benefits Related:
 - Facilitated Orientations
 - Process Tuition Reimbursement Requests
 - Prepare orientation booklets
 - Provide Customer Service to employees
 - Produce Service Awards and letters to employees
 - Self- service assistance regarding on-line applications & Eden self-service system
- Learning & Organizational Development:
 - Halogen assistance for employees and Management
 - Monthly service awards
 - Tuition Reimbursement
 - Met with employee and administered and discussed Myers-Briggs results
 - Created and distributed online survey regarding Employee Recognition
 - Held Government Academy
 - Ambassador Program
 - Miscellaneous coaching/development conversations
 - Professional Development to include webinar, reviewing industry journals, etc.
 - Prepared FRS & ICMA Flyer and sent to all employees

Human Services

- Family Services staff welcomed members of Lutheran Church of the Cross to our new Human Services facility on Loveland Blvd. Port Charlotte. The youth group from the church presented a donation to the Department's food pantry. This local youth group has participated in the national Souper Bowl program (food drive program to help reduce hunger in America) for the past six years donating over \$2,000 to the Human Services Department's food pantry.

- Case Manager Supervisor, Deedra Dowling, co-presented at training on Healthcare Advocacy to approximately 30 people at Peace River Regional Medical Center. Participants were trained to be health care advocates for themselves, their family members and their neighbors. Training participants were provided guidance in navigation of the healthcare industry and received valuable community resource information. This project is an Aging in Place committee initiative designed to bring neighbors together helping each other.
- The Board of County Commissioners adopted the "Taking it to the Streets" proclamation at its meeting on April 10th encouraging the community to save money on gas and travel and improving health by urging people to use alternative modes of transportation including walking, biking and public transportation. The county's transit division has begun distributing posters to various places throughout Charlotte County promoting "Try Transit Day" on April 19th offering specials to transit riders.
- Staff attended the Grand Opening and Dedication of the Charlotte Crossing affordable apartment homes for seniors in Deep Creek. This project has been in development for many years and represents a private/public partnership. The County was able to provide grant funds through the Hurricane Housing Recovery Program to help support the apartment complex.
- In March the Medicaid transportation application and the transportation disadvantaged request application were placed on the County's new website. Since then, twenty applications which were downloaded from the website have been submitted to Transit.
- Senior Services staff provided "Life Trails" brochures to the Aging in Place (AIP) committee. This is an exercise system that is meant to be installed at specific intervals along walking paths, hiking trails, or in/around a community. The AIP committee may consider this for an upcoming project within Parkside. The apparatus encourages elders and disabled to perform some type of exercise.
- Department and Fiscal staff attended the pre-bid conference for the Community Care for the Elderly, Home Care for the Elderly, and the Alzheimer's Initiative Programs grant proposals sponsored by Senior Choices of Southwest Florida. For over 20 years Charlotte County has been the lead agency for the receipt of these grants which assist frail seniors remain in their own homes. The next grant cycle begins July 1, 2012 – June 30, 2018 with annual contract renewals.
- Family Services staff met with Solstice Consumer Services to begin the referral process for Financial Literacy and Credit Repair Services for households participating in the Department's Family Self-Sufficiency Program (FSSP) funded through the Community Services Block Grant. Any family member of the program over the age of 18 will be required to participate in these services.
- The Community Action Agency Advisory Board met on April 19th and approved the changes to the budget and work-plan for the Community Services Block Grant program which supports the Self-Sufficiency program. The contract modification has been submitted to the Department of Economic Opportunity for approval.
- Senior Services Division & Fiscal Services Division jointly monitored the elder care in-home services sub-contracted vendors as required by the Department of Elderly Affairs' Community Care for the Elderly and Alzheimer's Disease Initiative programs. Some minor findings will be corrected by the vendors before June 30, 2012.
- David Donohew, Veteran Services Officer, provided presentations with a question & answer session on changes in the Veteran's Administration services & benefits over the last two years to the Sea Bees/spouses in North Port and to the Englewood Sunrise Rotary.
- New client software tracking system was implemented for the Family Services Division & Senior Services Division. Staffs continue to work with the software vendor to tweak data integrity areas and grant reporting needs.
- Housing Division preparing for the expiration of the lease of the Stillwater Home as approved by the BCC.

- The new federally funded 2012-2013 Low Income Home Energy Assistance Program was implemented April 1st. It is expected that over 1300 low income households will be assisted with Home Energy Assistance and Crisis Assistance during this grant cycle.
- The Human Services Department recognized its valued employees and the services they provide to the public on April 27th at a staff appreciation event.

Public Safety

- Animal Control: Nothing to report.
- Emergency Management:
 - The Director started the month by traveling to Tallahassee for a one-day tabletop exercise that focused on the mass evacuation of Florida residents in the face of an approaching hurricane. It was one day up and returning immediately after the conclusion of the exercise. It was one of the best and most well-attended event I've experienced. Many State agencies were in attendance and contributed to this success. It made the effort and long trip worthwhile.
 - The latest CERT (Community Emergency Response Team) class finished their training by participating in the practical exercise that included the major disciplines taught during the class. It was a very successful endeavor and we graduated 27 students.
 - We hosted the Charlotte County Hospitality Association at the EOC for their monthly meeting along with our Tourism Director. At least 20 hotels and other entities were on hand for the hour-long session that focused on the need for all tourist-related businesses to be in touch with us (and the Tourism Office) should a storm threaten our region.
 - The Director visited with the MS Support group made up of those suffering with the affliction and their caregivers. This is an annual meeting to discuss our special needs program and how they can take advantage of it if the need should ever arise. More than 60 folks were in attendance.
 - The Coordinator hosted a meeting with Dan Quick and a number of managers from his Division. This was a very worthwhile opportunity to review roles and responsibilities as well as orientation to the EOC.
 - The EOC hosted a Wind Mitigation course for elected officials that was attended by three of our Commissioners and others from nine different counties as far away as Hernando. The training was conducted by a mitigation expert of Tallahassee and was sponsored by the Florida Association of Counties.
 - The Director spoke to 35 members of the Curmudgeons Group in Port Charlotte and updated them on our recently completed collar program that marked evacuation zones across the County. They were very complimentary of the program and asked many good questions.
 - Director attended a meeting of the Red Cross Advisory Council, of which he has been a member for over 20 years. Much of the group's focus is now on local fund raising, since the new Chapter Board only includes three Charlotte County residents.
 - Talks to the Pulmonary Hypertension Support group, the Port Charlotte Village Homeowner's Association, The Postal Distribution Center in Murdock, Charlotte Square residents and the staff of Lifecare Center in Punta Gorda took place at mid-month and brought the hurricane preparedness message to more than 400 folks.
 - The Director addressed the participants of the first-ever tabletop exercise for Healthcare Facilities that was coordinated by our Emergency Planner. Nearly 50 participants spent almost six hours in dealing with an approaching storm and reviewing their plans and procedures. Reviews from those in attendance gave outstanding marks to the design team and were thankful for the experience.
 - Director continued his annual tour of elementary schools as he visited with 4th Graders and discussed the new evacuation marker program and its relevance to them. As always, much of the focus was on family preparedness and planning for what to do with pets in the face of a pending emergency.
 - We closed out the month by attending the Charlotte Regional Medical Center Civic Advisory Council meeting. This is an opportunity to maintain our close relationship with the hospital and its Administrative Staff. More than 20 citizens, including the Sheriff and the Chief of Police sit on this board and are regular participants at the meetings.

- Fire/EMS:

- On April 19th, 2012 the Charlotte County Office of Emergency Management held a tabletop exercise for all of the county hospitals, assisted living facilities, skilled nursing homes, and hospice facilities. The exercise was funded through The State Homeland Security Grant Program. There were 44 individuals in attendance representing 27 of the healthcare facilities in our county (a 90% participation rate).
- The objective for the exercise was to test the effectiveness of their facility emergency operations plans (shelter in place, evacuation, and internal command structure) in responding to a major hurricane strike.
- The exercise scenario was a hurricane striking just north of Charlotte County bringing a 17 foot storm surge into the area. Emergency Management called for the mandatory evacuation of the Red (A) and Orange (B) zones. This affected numerous facilities and forced them to demonstrate/discuss their evacuation decision making process and how they would accomplish it. They demonstrated/discussed appropriate communication and coordination among their internal staff/departments, other facilities, and Emergency Management.
- This was the first time in the history of the Emergency Management that we were able to obtain funding allowing us to bring together all of these partners to conduct such an educational event for the healthcare facilities.

Public Works

- Team Port Charlotte and Keep Charlotte Beautiful sponsored a cleanup of the Medical Arts District on April 14, 2012. The event was a collaboration of resident volunteers and area businesses. Waste Management, Inc. provided the containers for the cleanup and removal at no charge, the Solid Waste Division waived the tipping fees at the Landfill and, Cintas Document Shredding Company volunteered their mobile unit. Solid Waste Division also provided oversight through their Code Compliance Officer to monitor the debris collection. The cleanup resulted in the collection and removal of 3,160 pounds of debris from the area as well as the recycling of the metals collected. Area residents were given the opportunity to have their sensitive/personal information shredded at no charge.
- As a part of Earth Day celebrations, the Myakka Elementary School Environmental Club toured the Zemel Road Landfill. The students learned how their garbage gets from the curb to the Landfill and what happens to it from there; from separating metals, tires and construction debris, to burying common household garbage. Other important components such as proper disposal of hazardous waste and the importance and benefits of recycling were also discussed. The students observed the methane gas-to-energy project and had the opportunity to see the actual process by touring the many gas wells, seeing how the gas feeds into the cleaning equipment then sends it to power the engines that create the electricity.
- Keep Charlotte Beautiful participated in the Vineland Elementary School Earth Day event on April 27, 2012, that allowed students and teachers to learn about various environmental activities available in Charlotte County. Information about the Keep Charlotte Beautiful programs and Solid Waste divisions such as the Landfill, recycling and, the gas-to-energy project was distributed. About 125 students and teachers visited the booth.
- The Maintenance and Operations Division has purchased electronic eye herbicide application equipment, known as WeedSeeker technology. Operating the apparatus will be one employee, tasked with keeping weeds from ingress onto sidewalks, curbs, concrete medians and other such infrastructure. This operation is intended to begin the week of May 7, 2012, as an efficiency improvement and for a more consistent result countywide
- Public Works staff drafted a new standardized application to be used by volunteers applying to the County's 95 advisory committees. The new application form covers the volunteer's experience and background as well as their aspirations for their community. Attendance history will also be included on applications from volunteers applying for re-appointment to a committee. The draft is awaiting approval by Administration.

- On April 12 the cured-in-place (C-I-P) pipe lining contractor commenced work on seven projects. The work consisted of cleaning the pipes and then installing a fiberglass liner that cures-in-place restoring the pipes to their original design capacity. As a trenchless technology, C-I-P pipe lining does not require excavation in order to rehabilitate a pipeline that is leaking or otherwise structurally unsound. The addition of the liner extends the life of the pipe by a minimum of 50 years. Total cost of this work is estimated at \$124,048.00
- Installation of 1375 feet of stormwater drainage pipes was completed on Donald Avenue including basins and sod. Swale drainage line and grade will be tied into the system before the rainy season begins. A similar project with 800 feet of stormwater drainage pipes was started on Peachland Boulevard between Sheehan Boulevard and MacArthur Drive and should be completed before the end of the month. Residents have been complimentary about the improved drainage in their neighborhoods.
- Pest Management's air adulticide and larvicide units have completed annual inspection and both units will be calibrated and prepared for the season. The ground adulticide units, including the ATV's, have been inspected, calibrated and prepared for the upcoming mosquito season.
- Home-schooled students toured the Zemel Road Landfill learning about the home-collection process, how the provider is contracted and how the Landfill is reimbursed. They were shown the scale house operation, how various materials are separated and sold, transferred or buried. The students were especially interested in the gas-to-energy program, how the process works, the number of homes powered, and the amount of money the County makes. They learned about the many recycling programs that extend the life of the Landfill. They will be touring the transfer stations in the near future.
- Keep Charlotte Beautiful participated in the Meadow Park School's Family Night, offering environmental information to about 400 students, teachers, and parents.
- Peace River Elementary Environmental Club is responsible for collecting the cans and bottles from the Dream Machine Recycling bins provided by Keep Charlotte Beautiful. Keep Charlotte Beautiful provided funds for them to beautify their school grounds with trees for Earth Day.
- The North Regional Park hosted the annual Charlotte County Easter Egg hunt and asked organizations to participate and offer activities for children. Keep Charlotte Beautiful donated prizes for correct answers to questions asked by the "Environmental Wheel". About 300 parents and children learned about Keep Charlotte Beautiful programs, recycling, the landfill, waste-to-energy, hazardous waste and general solid waste issues.

Tourism

- Sean Doherty attended the National Association of Sports Commissions Events Symposium which offered a variety of educational sessions and, more important, an opportunity to meet with more than one dozen events rights holders.
- VCB staff is holding a series of marketing retreats to refine our focus and approach for FY 13. The retreats include defining our core objectives in each area and an extensive review of our web site.
- Jennifer Huber attended the VISIT FLORIDA media reception in New York. The purpose of the reception was to call attention to Florida's rich Spanish history and the 500th anniversary of Ponce de Leon's exploration of Florida. Charlotte County is rich in Ponce de Leon and Spanish lore. 61 members of traditional media attended the reception with most of them meeting with our staff. There was also a blogger reception (see Lindsay Harrington, a member of the Royal Order of Ponce de Leon Conquistadors joined the bureau and added great value to the County's presence as he was able to explain, in detail, our area's connection with Spanish heritage. Many media members were interested in a media trip to the area.
- Jennifer also met with members of the media in Orlando, one of Charlotte County's top in-state markets. Specifically, she met with Central Florida News 13, Galttime.com, Florida Travel and Life, Orlando Home and Leisure and a food blogger and writer.
- Charlotte County tourism's Twitter followers now number 2,647.

- March tourism tax collections broke records for the second consecutive month. Tourism revenues are up an impressive 14% year to date.
- Lorah Steiner participated in a half-hour radio show on tourism with CEO's of Collier County and Sarasota Bureaus.
- Lorah Steiner met with the Chair of the Charlotte County TDC, the new President of the Englewood/Cape Haze Chamber and the newly appointed chair of the Englewood/Cape Haze TDC. The purpose of the meeting was to familiarize the new chair (Brian Faro) with the history of the TDC, share ideas for energizing the new TDC committee and assuring Mr. Faro the support of the VCB.

Utilities

- Engineering Services:
 - 936 Locates Processed from Sunshine State One Call; 2 Developer Agreements Prepared; 75 Active Developer Projects; 29 Residential Service Availability Letters Prepared; 4 Commercial Service Availability Letters Prepared; 32 Residential Service Applications Processed; 229 CIP inspections; 82 Developer Inspections.
 - 8 employees attended the Emergency Preparedness training for 5 hours each.
- Operations Division:
 - Treatment Facilities:
 - 245 preventative maintenance, 31 corrective and 6 emergency work orders were completed.
 - Completed installation of automatic grease dispenser's on all BS RO rotating equipment.
 - Treatment Facilities and Collections Department staff worked together to replace the East Port WRF plant process water (reuse) valve and lines to clarifiers and support equipment.
 - Installed a water line, new lighting, security cameras, and wash station at West Port WRF load-out station.
 - 223 cross connection inspections were completed, 8 backflow preventers were tested and 4 site repairs were required.
 - Assembly of tanks and process equipment for the Affordable Bio-Feedstock grease processing station at the East Port WRF has commenced.
 - Water Distribution:
 - Performed the quarterly exercise of the Englewood Water Interconnect on 4/18.
- Wastewater Collection:
 - Gravity/Force Mains: installed 2 new services – gravity and LPS; smoke testing of 52,900 feet of sewer mains was performed in the Oakland Hills section of Rotonda – repairs have begun on the problems found; TV crew cleaned 19,876 feet and televised 1,733 feet of gravity sewer main; replaced the power head on the old generator in the old TV Truck in preparation for the new point repair system; installed and pressure tested 50 feet of 16" reuse main as requested by Engineering for future use at Myakka Ave.; repaired a reuse pump feed at East Port WRF; a confined space entry was conducted to grout a manhole in Rotonda that had a sinkhole developing outside in the street.
 - Lift Stations: 396 PM work orders were completed; 71 corrective work orders were completed; odor control system was repaired with new floor grating and new carbon at L/S #89; odor concentrations measured and recommendations for correct Bio-filter installation in progress at L/S #27; new 6" valve assembly installed at L/S #849; in-house lift station rehabilitation is underway and parts ordered at L/S #79.
 - Low Pressure Sewer: completed 5 mandatory connections; replaced 4 service taps, completed 18 upgrades; replaced 3 failing tanks.
 - Personnel: all mid-year evaluations were completed; implemented a LPS late-call technician to reduce overtime.
- Business Services:
 - Fixed base meters for Burnt Store pilot area installation is to begin Monday, May 7. The connectors have been installed. Information Technology staff has been provided data to upload into handhelds to automate data transmission necessary to update Banner.
 - Customer Service: total number of customers to the lobby was 863.

- Delinquencies: total delinquency revenue for the month: \$116,633 FY-YTD total: \$763,685
- North Port: processed 4447 payments; total revenue for April was \$815.61.
- Share-point/Doc Mgt.: currently have 88,532 documents ready to be transferred to Share-point.
- Accounts Receivable: the accounts receivable over 90 days went from 44.14% in March to 43.85% in April. The accounts receivable within 30 days went from 48.72% in March to 49.48% in April
- We have identified a third party vendor that will not only process our payments on line, but also offers electronic bill presentation. There is a set –up fee, but otherwise the company is paid directly by the customer via convenience fees for credit and debit card transactions. Electronic check transactions would be free. We are negotiating a contract.
- Water Conservation & Public Outreach:
 - No updates.
 - Misc., Safety & Security: no updates.
- Human Resources:
 - Total positions: 201. Vacant positions: 4 – Engineering III, Engineer I, Plant Operator Water, Industrial Pretreatment Compliance Coordinator.
 - Actively recruiting for all positions.
- Phase 1A Punta Gorda Interconnect:
 - Performed Pressure Testing, Chlorination, and Sampling. On Thursday April 26th at 10:30 AM the Peace River/Manasota Regional Water Supply Authority started flushing the 24” water main going through Deep Creek for the Phase 1A pipeline project. They had anticipated a flow of 3500 gpm but the actual flows were in excess of 7500 gpm. This flow demand reversed flows by taking water out of our distribution system, as far as Harbor Blvd, dropping pressure throughout our system from mid-70 psi to mid-50 psi. The Water Authority compensated with an increase in pressure after being notified of our complaints and continued flows until after 4PM. The system was returned to normal that evening. We have set up a coordination meeting to discuss protocols before flushing this pipeline again.
 - Upland section (North of Peace River) – DEP Approved. (Kings Hwy to Harbor View Road), Line tied together, flushing, installing of CCU Connection Points.
- PR/MRWSA Water Resources:
 - No Change. SWFWMD has extended their Modified Phase 1 Water Shortage declaration through 6/30/12.
- E&W Spring Lake Area Pilot Study:
 - Open house was held on April 26, 2012 at Port Charlotte Beach Complex. Two notifications (information letter/map/ballots) were mailed to homeowners. The BCC approved the method of assessment on April 24th. On May 24th, the BCC will hold a workshop to review the new MSBU.
- Regional Reclaimed Water Expansion Phase 2:
 - Transmission Main (Stage 1): Additional field work locating utilities at the West Port WRF was completed by Operations. The Engineering Department located the different assets with GPS equipment. A plan of the existing utilities was started. Once the plan is complete the design for the reclaimed water discharge piping at West Port WRF will commence.
 - Pumping Upgrade (Stage 2): The survey work at the site of the pump station was completed in early April by the County surveyor and the electronic survey data was given to the design consultant. The consultant submitted 60% plans for the pumping facilities on April 18, 2012 which are currently under review.
 - Storage Pond (Stage 3): A thorough review of the plans for the project was completed and comments provided to the consultant. Revised plans were submitted on April 17, 2012. A review of the specifications was also completed and comments for the consultant are currently being compiled. The consultant is responding to comments from the FDEP on the ERP permit which should be issued in May. Work is currently being done on the contract Special Provisions and it is anticipated that the bid package will be completed and sent to Purchasing in May.
- North Shore Drive & Harper Avenue Wastewater Expansion MSBU:

- Notifications (information letter/map/ballots) were mailed to homeowners. Two open house sessions were held. The BCC approved the method of assessment on April 24th. On May 24th, the BCC will hold a workshop to review this new MSBU.
- Burnt Store RO Water Plant Expansion:
- No Change.
- Burnt Store WRF Expansion:
- No Change.
- East Port WRF Expansion:
- Final plans continue.
- Gateway Harbor Walk Design:
- No Change
- US 41 Widening Enterprise Dr – North Port:
- US 41 Utility Expansion MSBU: Notifications (information letter/map/ballots) were mailed to homeowners. Three open house sessions were held with a fourth and final session on May 2nd. The BCC approved the method of assessment on April 24th. On May 24th, the BCC will hold a workshop to review this new MSBU.
- The Utility Work Schedule and RGB Plans are being prepared to meet FDOT's May 23, 2012 scheduled deadline.
- Year 2 Sidewalk Projects with C. D. Engineering:
- No Change.
- Year 3 Sidewalk Projects with C. D. Engineering:
- No Change.
- Greater Port Charlotte Storm water Control Structures:
- No Change.
- Sewer Lining Project:
- As of April 30th 13,200 feet of gravity sewer lined.